

ALDCLIFFE – WITH – STODDAY PARISH COUNCIL

Minutes of the Meeting held on 6th June 2017 at 7pm in the

Counting Room – Toll House Inn, Lancaster

Present: Councillor Chris Norman (Chairman)
Councillor Kevan Walton
Councillor Nicholas Webster
Councillor Emma Wolstencroft
Councillor Colin Rogers

Apologies: None

Before the meeting commenced, Councillor Rodgers had declared his acceptance of office. This completes the resolution of point 5 of the previous minutes regarding Councillor Rogers.

1. Declarations of Interest

No declarations of interest were made. All paperwork for Councillors regarding Interests are up to date.

2. Minutes of the previous meeting

The minutes of the previous meeting were approved.

3. Adoption of a Code of Conduct

Councillors discussed the Lancaster City Council's Code of Conduct for Members that was adopted in principle.

Members decided that advice should be sought from the Lancashire Association of Local Government (LALC, see minutes point 5). Members should be in a position to adopt a Code of Conduct by the next Parish meeting.

Action Point:

Chairman to contact LALC for advice.

Resolved:

That the draft Code of Conduct (attached) be adopted in principle, subject to further consideration at the next meeting.

4. Clerking

Members considered the best options for recruitment of a Clerk to the Parish.

Action Point:

Chairman to contact LALC for advice.

5. Lancashire Association of Local Government Membership

The Chairman contacted LALC in regard to cost of membership and its benefits (see attached). These were shared with members before the meeting for them to consider. Annual membership for Aldcliffe-with-Stodday would cost £49.74. Councillors could see real benefits of LALC membership and felt the subscription good value for money.

Action Point:

The Chairman to contact LALC to start the membership process.

6. Setting up of a Bank account for Aldcliffe-with-Stodday Parish

The Chairman relayed the advice of LALC in the setting up of a bank account and the costs and benefits of several accounts. Members agreed that an account which was both cost effective and preferably ethical would be desirable.

The Co-operative bank was recommended by the Chairman. Councillor Walton advised that we should monitor the banks suitability as it is currently being sold by its parent company. Councillor Rogers has personal experience of their service and felt they would be appropriate for our needs.

Action Point:

- The Chairman and Vice-Chairman to start the process of opening a bank account with the Co-operative bank for Aldcliffe-with-Stodday Parrish Council.

7. Parish Notice Boards

Members discussed the need for a notice board in both Aldcliffe and Stodday. Initial quotes for hardwood notice boards were in the region of £850 each. Although the need for good quality products was agreed concerns were raised by all members that a considerable amount of the 2017 -18 precept would be spent on their purchase. The cost and time benefits of finding a local manufacture to produce boards were seem as prohibitive.

Action Points:

- Chairman to investigate the possibility of applying for an "Awards for All" grant.
- Chairman and vice Chair to scope potential locations for Aldcliffe notice board and to produce and affix a temporary board for Parish use.
- Cllrs Rogers and Walton to scope potential locations for Stodday notice board and to produce and affix a temporary board for Parish use.

8. Timetable for meetings and their publication

Members discussed whether it would be best to timetable future meetings ready for the next 6 months or to continue to agree them on a meeting by meeting basis. The benefit of having a clearly defined pattern of meetings was considered less beneficial than the flexibility of arranging them on a monthly basis.

Resolved:

- As there is much to do at the beginning of the Parish it was agreed to schedule them on a month by month basis. It was agreed that as much time as possible to advertise the meetings should be given to parishioners. This should be done using the temporary notice boards and via setting up a Parishioner email database.

9. Any other business

- The chairman raised the possibility of having the distinctive coastal drumlins assessed for conservation status. It was agreed that the Chair would seek advice on how to start the process and feedback to members at the next meeting.
- The Chairman raised the issue that many Parishioners wanted a “Neighbourhood Plan” and some initial research had been undertaken by Cllrs Norman, Walton and Webster on this subject. The merits and impact of this project were discussed by members.

Action points:

- Chairman to contact Campaign for Protection of Rural England (CPRE) for advice.
- Chairman to make initial contact with Lancaster City Council for advice.

Resolved:

The Parish council unanimously agree that they are committed to developing a Neighbourhood Plan for Aldcliffe-with-Stodday. The initial scoping phase to start on Friday the 9th of June 2017.

6. Date and venue for next meeting

7pm on 11th July 2017 at the Counting Room – Toll House Inn, Lancaster.

The meeting ended at 8.45pm.

WHAT DID THE ROMANS EVER DO FOR US??

Or – Why be a member of LALC?

The very first question asked when the subject of membership of the Association is raised are usually,

What does the LALC do for us?

The advantages of Association membership are not always obvious. Perhaps the best approach is the features/benefits method of appraisal.

FEATURES

- 1) LALC represents app.
200 Parish & Town Councils
- 2) Five Full Working Day Office
- 3) 1st Stop Shop for Advice
- 4) Only Access to NALC
- 5) Training Provision
- 6) Quality Parish Status/Clerk's Certificate
- 7) Charter Representation
- 8) Quarterly Newsletter
- 9) Public Works Loans
- 10) Consultation/Representation
- 11) Dissemination of Information

BENEFITS

- Strength in numbers. LALC amplifies the voice of individual Councils
- Excellent access to fully qualified staff via telephone, e-mail, fax
- For a wide variety of subject matter – get the right information first time!
- Access to free legal advice, which is defined on a National basis.
- Uniform & consistent up to date training including the latest National Developments.
- Training & support for all elements required for attaining accreditation and best way to approach effectively
- LALC can effectively negotiate a Charter, which truly represents member Councils' best interest with Principal Authorities.
- Lets Councils know what is happening on a wider scale good ideas, tips & hints – who's moving & shaking, how to do & achieve.
- Currently, the only route to gaining consent is through your County Association. This could be your Council's means of kick starting funding.
- Increasingly Principal Authorities look to County Associations as their first (and ongoing) point of contact in consultation exercises. As a member Council, you have the power of an Association to provide evidence baselines to furnish Councils with information.
- The channel through which information is directed to Councils from the Government and other bodies

12) Wider Representation	The Association is a member of the Northwest Federation, also a member of the Northern Group of Parish Councils
13) Area Meetings	Networking opportunities with other councils. A stronger voice to approach principal authorities. Representation on outside bodies.
14) Annual Conference	A wide range of speakers, activities and suppliers. Wider networking opportunities.
15) Executive Committee	Comprises representatives from the area committees. Gives representation on a range of other bodies, including the NALC Council.
16) Discounts	Discounted prices for members on various publications

CAN YOU AFFORD NOT TO BE A MEMBER??

Communication Structure

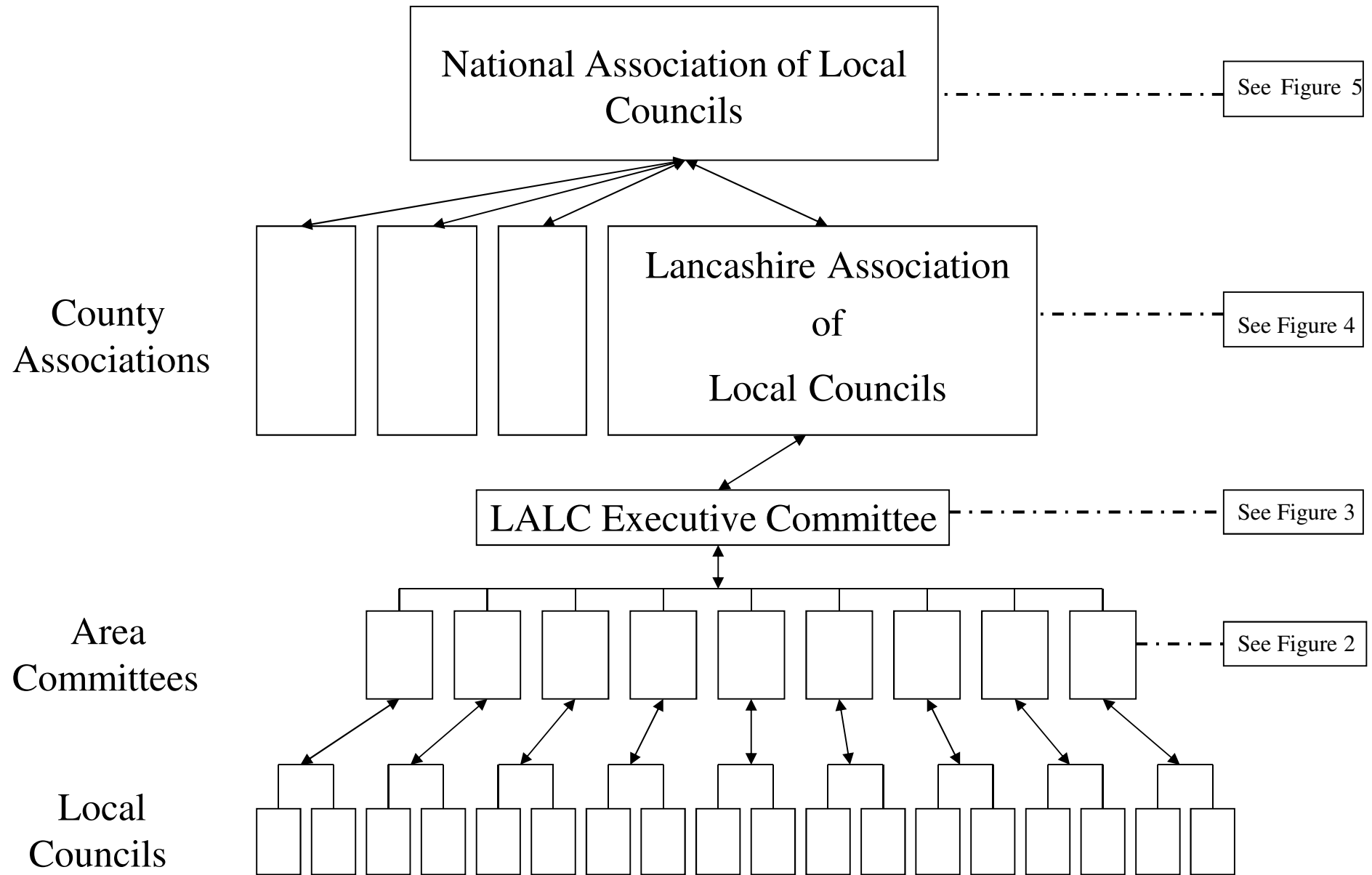
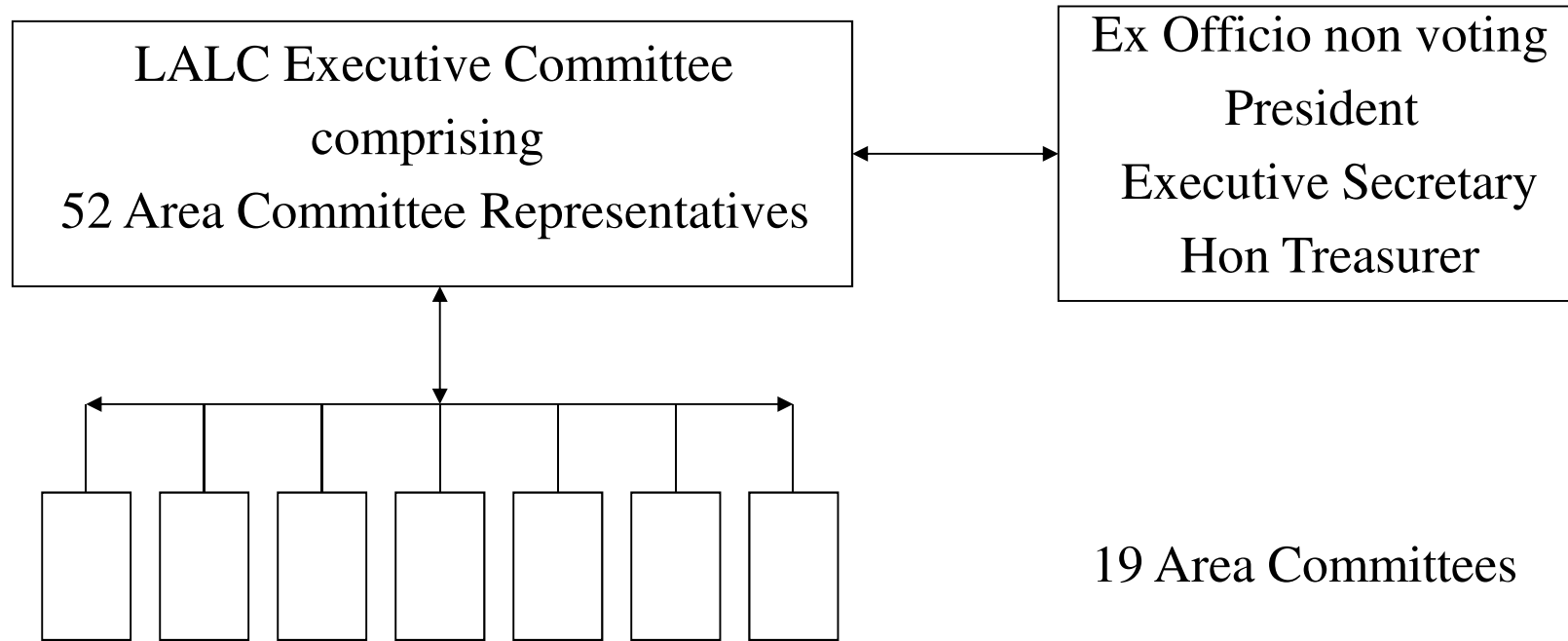


Figure 1

Area Democratic Structure



Primary Responsibilities of Area Committees

Election of Representatives to the Executive
Information exchange between Councils and Executive
Election of Representatives to Area Outside Bodies
Liaison with Principal Authorities
Spreading Best Practice

Figure 2

LALC Working Structure

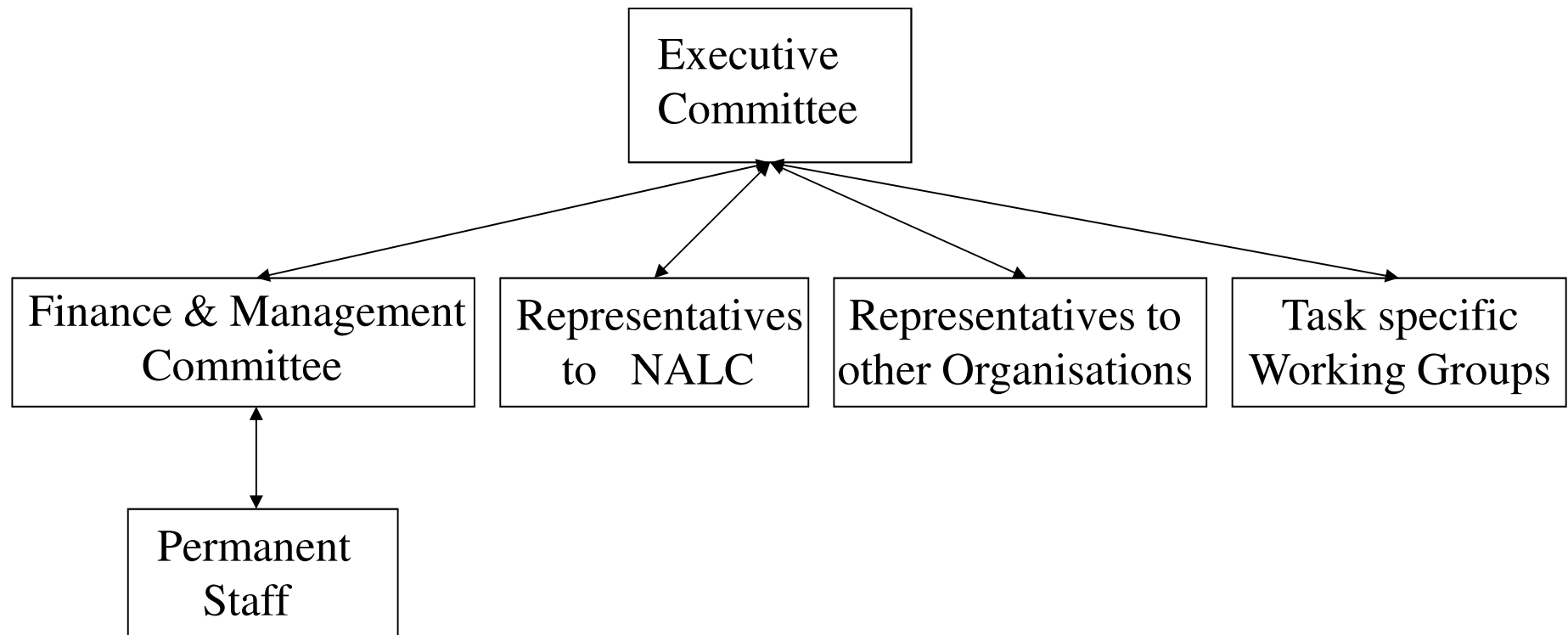
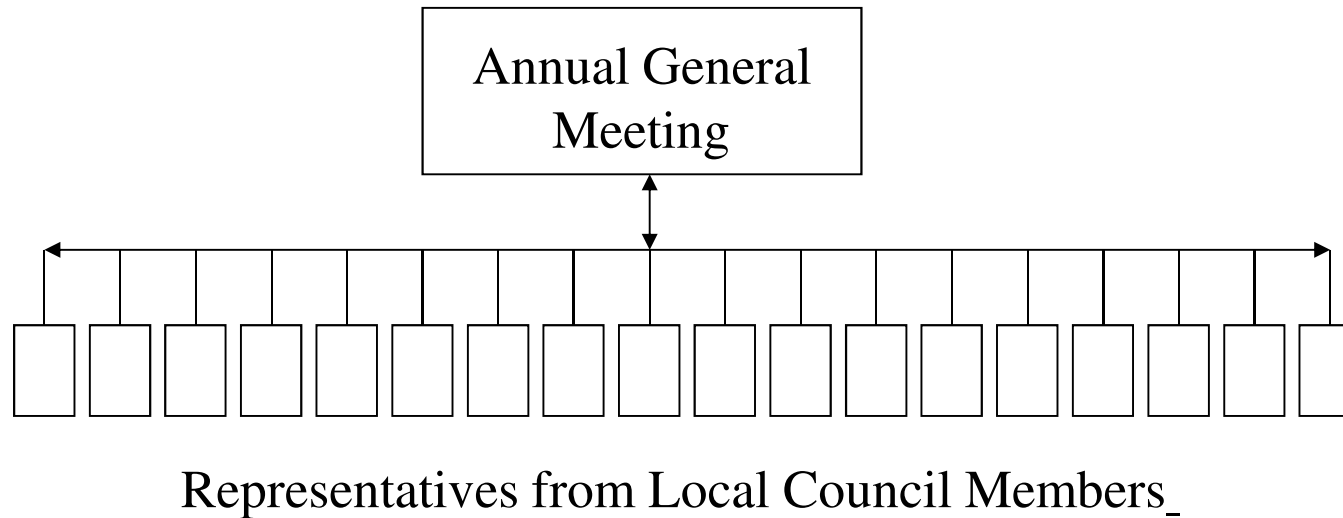


Figure 3

Democratic Structure



Primary Responsibilities

Constitution & Rules

Approval of Annual Accounts

Approval of Annual Budget

Calculation of Subscriptions

Association Policy & Resolutions

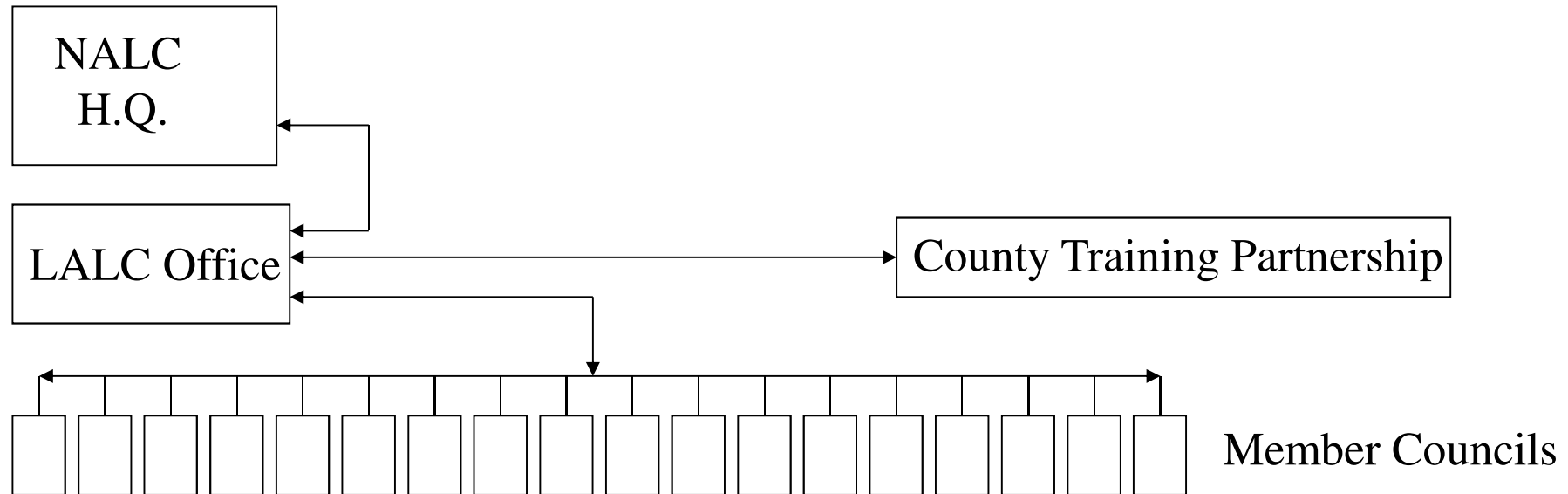
Election of President

Election of Vice Presidents

Election of Treasurer & Accountants

Figure 4

Technical Guidance



Some LALC Office Functions

Legal advice

Technical support

Tailored Training modules

Mentoring

Information Cascade

Mail Service

Organise Local Annual Conference

Access, training, liaison for NALC

Administration for Local Council Award Scheme

Liaison with :

Northwest Federation of Local Councils

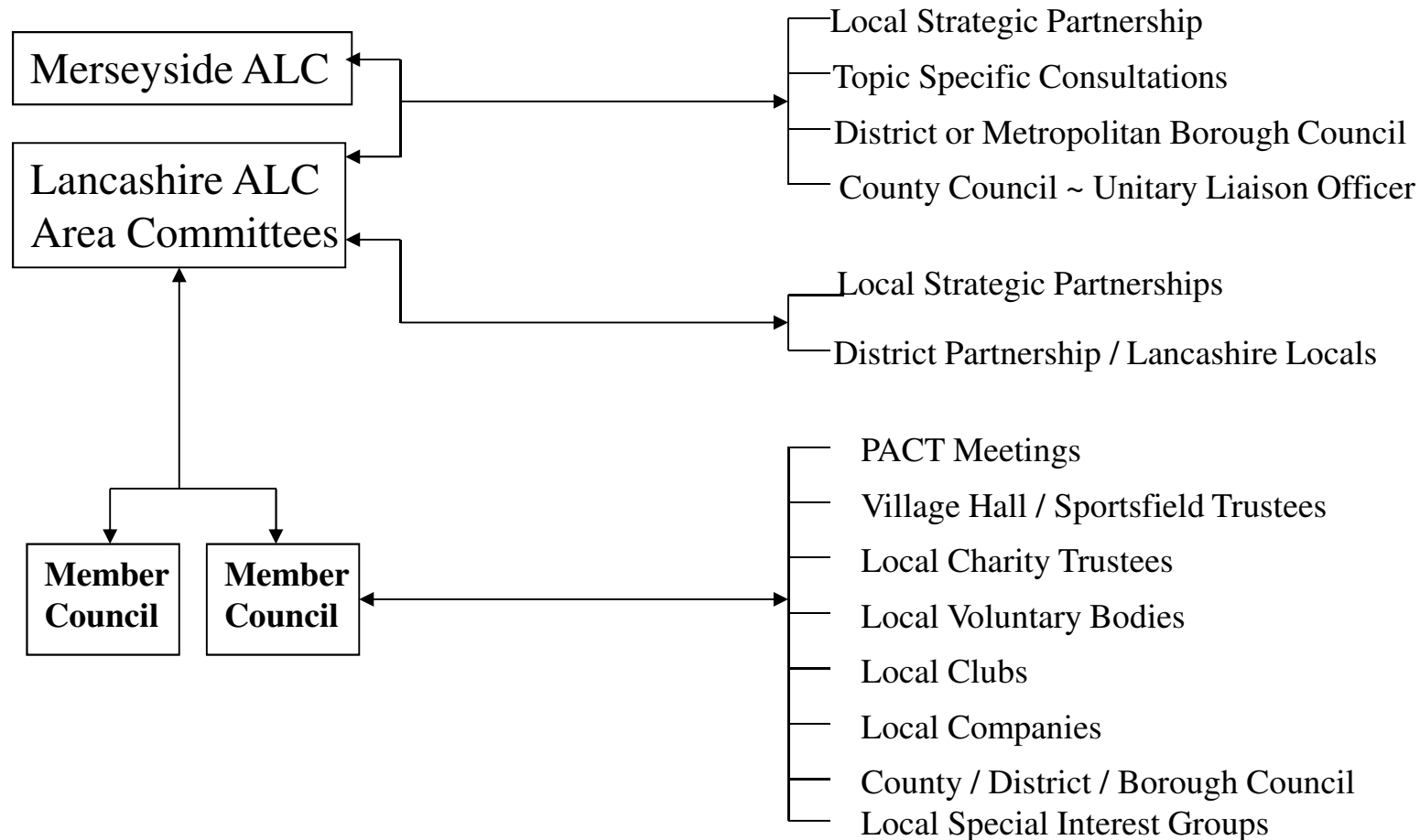
Northern Group

Lancashire County Council and Boroughs

Community Futures etc.

Figure 5

AREA COMMITTEE ~ PARISH COUNCIL
RELATIONSHIPS



Area Committee meetings are open to ALL member Councillors and Clerks

Member Councils may nominate 3 voting representatives to their Area Committee. These may include the Clerk.

Figure 6